

**City of Raleigh**  
**Façade Rehabilitation Grant Program Application**

**TO:** Raleigh Urban Design Center  
Department of City Planning  
220 Fayetteville Street, Suite 200  
Raleigh, NC 27601  
919-996-4635

*Staff Use Only*

Application #: \_\_\_\_\_  
Date Received: \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
Expiration Date: \_\_\_\_\_  
Staff Comments: \_\_\_\_\_

The City of Raleigh sponsors the Façade Rehabilitation Grant Program to provide assistance to property owners and businesses in designated areas interested in the rehabilitation of their exterior building facades. The grants are awarded on a 50/50 matching basis with a maximum participation by the city of \$10,000 within the University Village District boundary and \$5,000 within the targeted economic development area. Grants are awarded on a first come, first serve basis.

The application must be approved prior to commencing actual construction work. For façade, mural, and art improvements on property: non-profits, tenants, property owners and community groups may apply for funding. All applications must have the building owner's approval. City payment to the program participant will occur only after rehabilitation work is completed in accordance with approved plans and specifications.

PROPERTY ADDRESS: \_\_\_\_\_  
APPLICANT: \_\_\_\_\_  
APPLICANT ADDRESS: \_\_\_\_\_  
APPLICANT TELEPHONE: \_\_\_\_\_  
APPLICANT TAX ID. NO: \_\_\_\_\_  
PROPERTY OWNER NAME: \_\_\_\_\_  
PROPERTY TAX ID NO: \_\_\_\_\_  
MAJOR TENANT: \_\_\_\_\_  
MAJOR TENANT TELEPHONE: \_\_\_\_\_

**REQUIRED SUPPORTING INFORMATION:**

Attach 8 ½ " x 11" sheets with written descriptions and drawings, photographs, and other graphic information necessary to completely describe the project. Use the checklist below to be sure your application is complete.

- ☐ Indicate historic district or Raleigh Landmark designation
- ☐ Written description; describe clearly and in detail the nature of your project. Include exact dimensions for material to be used (e.g. width of molding, window trim, etc.)
- ☐ Art/mural requirement for (3) references/relevant work samples for proposed artist
- ☐ Description of materials (provide samples if appropriate)
- ☐ Itemized cost estimates for façade or art/mural elements
- ☐ Drawings showing proposed work. Include one set of full size drawings when available
  - ☐ Plan drawings, include plan from front property line to 5-10 feet into building to delineate entry layout
  - ☐ Elevation drawings showing the new façade(s).
  - ☐ Dimensions shown on all drawings
  - ☐ Vertical section through the ground level of the façade to communicate design details
  - ☐ Art/mural concept renderings in color

ESTIMATED COST: \_\_\_\_\_ REQUESTED GRANT: \_\_\_\_\_

ESTIMATED START DATE: \_\_\_\_\_ ESTIMATED COMPLETION DATE: \_\_\_\_\_

1. The commitment of grant money for a proposed project expires twelve months from approval date as noted on application. For reasonable project delays, the expiration date may be extended by the city upon written request by the applicant.

3. All renovations shall comply with the North Carolina Rehabilitation Code and local ordinances and design standards, including, but not limited to, the Urban Design Handbook, Downtown Urban Design Guidelines, and applicable District Streetscape Plan and Historic Overlay District guidelines.

5. Applicants that propose art or mural creation on the property have approved expenditures for these activities: artist fees, labor costs and equipment rental, construction and material costs, exterior painting and lighting costs.

7. Applicants with art or murals will be required to go to the Raleigh Art and Design Board during the application process and receive approval for proposed design. Art/murals cannot be interpreted as signage for any businesses as determined by the Unified Development Ordinance.

**This is to certify that the proposed project described above meets the requirements necessary for application for a Façade Rehabilitation Grant.**

**This is to certify that the project described above is complete and meets the requirements of the Façade Rehabilitation Grant Program.**

Department of City Planning \_\_\_\_\_ Date \_\_\_\_\_